

WFC Executive Board Meeting MINUTES

January 12, 2022 • 1:00 – 2:30 p.m. • Via Zoom
County Executive Bruce Dammeier presiding

Attendees: April Gibson, Victoria Woodards, Marty Campbell, Jani Hitchen, Bruce Dammeier

Staff: Katie Condit, Jan Adams, Deborah Howell, Karen Downing, Steve Grimstad, Josh Stovall

I. CALL TO ORDER

Bruce called the meeting to order at 1:03 p.m.

II. PUBLIC COMMENT

None.

III. Consent Agenda

A. Approve Minutes

B. Approve August, September, October, November, December Vouchers

C. Approve WFC Telecommuting Policy

D. Financial Statement

E. Reappoint WDC Members – Dave Shaw and Mandy Kipfer

Motion to approve the Consent Agenda made by Victoria; seconded by April. Approved

IV. REGULAR AGENDA

A. City of Tacoma Council Appointment

Victoria noted that Kiara Daniels has been appointed to the board. Jan will reach out to Nicole for contact info.

B. Audit outcome- Clean!

Katie gave a brief background noting the clean outcome to our audit. Steve noted the audit was done by the SAO with the best possible outcome of no findings.

C. Interlocal Agreement

Katie gave an update on the status of the changes suggested by the DOL. She noted the changes should be incorporated and presented to the board sometime in February. Katie also noted there are additional changes needed and will be worked on this year to clarify WFC's role. Discussion continued around the changes and what that may look like.

D. City-County Investments in Workforce Development

Katie gave an overview of the programs, which are partially being funded by the City and County. Discussion continued around the different programs and providers.

E. Dashboard Live

Katie gave a background on the many data requests we get and introduced Josh who showed the updates to our website with the data currently available there. Discussion continued on who might access the data as well as how it may be used.



F. Strategic Planning 2022

Katie gave a background on our strategic planning. She provided the process we will follow this year and next steps. She asked how much the board would like to be engaged in this process. April asked for a debrief on the previous plan. Katie noted that will be part of the process. Discussion continued on how it will done.

G. Governor's proclamation

Katie explained the proclamation.

H. Vaccinations

Katie discussed consideration of requiring WFC staff be vaccinated. Discussion continued around the reasoning for or against a mandate. Motion to authorize the CEO to mandate vaccination if it affects our ability to fulfill our mission made by Bruce; seconded by Victoria. Approved.

I. CEO Review HR Plan

Katie gave a brief update on the status of the CEO review.

V. OTHER BUSINESS**Meeting Cadence**

Katie discussed the cadence of meetings going forward. Discussion continued on the frequency of the meetings. It was decided to go to quarterly meetings with the option of a special meeting if the need arises. Katie noted that the Workforce board is full and is the most diverse in the State of Washington.

VI. ADJOURN

Motion to adjourn made by Marty; seconded by Victoria. Meeting adjourned at 2:32 p.m.

